

2009 STATEWIDE ANNUAL OPERATING PLAN

STATE OF IDAHO Idaho Department of Lands (IDL)

And the

UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE (FS) Northern Region Intermountain Region Pacific Northwest Region

And the

UNITED STATES DEPARTMENT OF INTERIOR BUREAU OF LAND MANAGEMENT (BLM) Idaho NATIONAL PARK SERVICE (NPS) Pacific West Region BUREAU OF INDIAN AFFAIRS (BIA) Northwest Region FISH AND WILDLIFE SERVICE (FWS) Pacific Region

This document serves as the Statewide Annual Operating Plan as provided for in the Cooperative Fire Protection Agreement and Stafford Act Response (CFPA), dated July, 2007 (07-FI-11015600-087), between: the State of Idaho, Department of Lands; the United States Department of Agriculture, Forest Service (Northern, Intermountain, and Pacific Northwest Regions); and the United States Department of Interior, Bureau of Land Management -- Idaho, National Park Service--Pacific West Region, Bureau of Indian Affairs--Northwest Region, and Fish and Wildlife Service--Pacific Region.

Per Provision 51 of the Agreement, annual operating plans will be developed at the local and statewide levels and become part of the CFPA. This operating plan is the working document for the purpose of implementing the Cooperative Fire Protection Agreement. This Plan incorporates the approved Great Basin and Northern Rockies Mobilization Guides (Provision 9 CFPA). Agencies will coordinate wildland fire activities and resource movements, as agreed to and documented in the respective Mobilization Guides.

This Plan documents agreement to details regarding:

- A. Working relationships
- B. Description and details within protection areas
- C. Operating procedures
- D. Exchange of funds
- E. Non-suppression activities

A. WORKING RELATIONSHIPS

1. Participating Agencies

The following is a list of the local agency units participating in this agreement:

State of Idaho

Department of Lands

Priest Lake Fire Protection District (FPD)	Kootenai FPD
Mica FPD	Pend Oreille FPD
Cataldo FPD	St. Joe FPD
Craig Mountain FPD	Ponderosa FPD
Maggie Creek FPD	Southwest FPD
Clearwater-Potlatch Timber Protective Association	Payette Lakes Area
Southern Idaho Timber Protective Association	South Central Area
Eastern Idaho Area	

United States Department of Agriculture

Forest Service

Northern Region

Clearwater National Forest (NF)	Nez Perce NF
Idaho Panhandle NF	Bitterroot NF

Intermountain Region

Boise NF	Caribou/Targhee NF
Payette NF	Salmon/Challis NF
Sawtooth NF	

Pacific Northwest Region

Wallowa/Whitman NF

United States Department of Interior

Bureau of Land Management-Idaho

Boise District	Twin Falls District
Idaho Falls District	Coeur d'Alene District

National Park Service--Pacific West Region

Craters of the Moon National Monument (NM)	Fossil Beds NM
City of Rocks NM	
Nez Perce National Historic Sites	

Bureau of Indian Affairs-- Northwest Region

Coeur d'Alene Agency – Coeur d'Alene Tribe
Fort Hall Agency - Shoshone-Bannock Tribes
Northern Idaho Agency - Nez Perce Tribe of Idaho, Kootenai Tribe of Idaho

Fish and Wildlife Service--Pacific Region

Southeast Idaho National Wildlife Refuge (NWR) Complex

Bear Lake NWR	Camas NWR
Gray's Lake NWR	Minidoka NWR
Deer Flat NWR	Kootenai NWR
Oxford Slough Wildlife Production Area (WPA)	
Hagerman National Fish Hatchery (NFH)	

2. Local Fire Service Organizations (Provision 4 CFPA)

Local units of the Agencies will agree which Agency(s) will maintain mutual aid agreements with local fire service organizations and will document those agreed responsibilities in the local annual operating plans (LAOP's). Structure protection responsibilities will be clearly defined in agreements with local fire service organizations. Agreements with local fire service may provide for mutual assistance between the parties for sharing resources, either reimbursed or not reimbursed, within one another's protection area. If reimbursement is agreed to, local fire service organizations will be reimbursed at the rate identified in the Idaho Fire Service Organization Rate Book published by IDL.

All mobilization of local fire service outside the area covered by local agreements will be through IDL. In such situations, local fire service organizations fall under the terms and conditions of the Statewide Cooperative Fire Protection Agreement with the State of Idaho. If a fire service organization declines to sign up with the State, they will not be dispatched outside of the area of mutual agreement. Fire service personnel and equipment employed by the State must meet standards established by the State for fire suppression, as identified in the Idaho Fire Service Organization Rate Book.

Per the National Wildfire Coordination Group (NWCG) the following is added to address Supplemental Fire Department Resources. Supplemental Fire Department Resources are overhead tied to a local fire department generally by agreement that is mobilized primarily for response to incidents/wildland fires outside their district or mutual aid zone. They are not a permanent part of the local fire organizations and are not required to attend scheduled training, meeting, etc. of the department.

There may be situations when additional support personnel are necessary for national mobilization and the need can be filled by supplemental personnel available to the fire department. Should this occur, the NWCG memo dated Feb. 6, 2009 titled Agreement with Local Fire Departments will be followed for any supplemental resources hired to support an IMT for a fire outside of the department's jurisdiction, see Appendix V.

B. PROTECTION AREAS (Provision 33 CFPA)

The protection areas for each of the units described in Section A are depicted on maps located in LAOP's. Reciprocal initial attack zones and Special Management Areas will be documented in LAOP's. A complete listing of protected lands, by protecting agency, is on file at the applicable dispatch office.

For those State endowment lands not covered in the statewide offset and within federal protection, IDL authorizes the federal agencies to take suppression action on all fires that occur on those lands.

For those fires that start on state lands, the federal agency will take initial action according to preplanned initial attack response.

For those fires that remain on state lands, the federal agency will bill the State for actual suppression costs. For fires which burn through state land to adjacent ownership, the federal agency and State will prepare a cost share agreement. The Agencies will follow the billing guidelines as outlined in the CFPA. For those fires that start on other ownership and pass through lands not paying a forest protection assessment, the state will not be billed.

1. Fee Basis Protection (Provision 32 CFPA)

Agencies may assume fire protection responsibilities on lands under the jurisdiction of another. Agency costs will be computed by adding together (1) a five-year average suppression cost considering the most recent seven full fiscal years, but eliminating the highest cost year and the lowest cost year, and (2) a five-year average preparedness cost considering the most recent seven full fiscal years, but eliminating the highest cost year and the lowest cost year. For this year (2009) those costs include (1) the average suppression cost will be years 2002-2008, minus highest and lowest, plus (2) the average preparedness cost will be years 2002-2008, minus highest and lowest. The following are fee basis protection areas by Protecting Agency and Jurisdictional Agency:

<u>Protection Area</u>	<u>Protection Agency</u>	<u>Jurisdictional Agency</u>
Fort Hall Reservation	BLM	BIA /Shoshone-Bannock Tribes
Kootenai Reservation	State	BIA/Kootenai Tribe
Nez Perce Reservation	State	BIA/Nez Perce Tribe
Multiple Parcels	BLM/FS	Bureau of Reclamation
Sailor Creek	BLM	Mountain Home Air Force

2. Offset Zones (Provision 32 CFPA)

The BLM, Forest Service and the State have negotiated an exchange of protection, which redistributes fire protection responsibilities throughout the State. The exchange is based on comparable costs and equivalent factors mutually agreed to by all parties. The process used provides an acceptable balance of exchange and a mutual benefit. Official maps and narratives documenting the exchange are on file at the Fire Bureau's Office in Coeur d'Alene. Copies will be distributed to participating offset agencies.

Agencies protecting lands that are the jurisdiction of another will provide wildland fire protection at a level equivalent to protection that would be provided by the jurisdictional agency. (This will be through pre-determined dispatch or CAD system and identified in the LAOP's). Jurisdictional agencies have the responsibility to determine through their respective fire planning analysis the type and quantity of suppression resources which will be dispatched to an incident. The protecting agency will respond with the planned resources when available which may include assistance from the Jurisdictional or Supporting Agency at the request of the Protecting Agency. All fire suppression costs on such lands will be borne by the Protecting Agency. Suppression support requested by the Protecting Agency and provided by the Jurisdictional Agency on these lands is reimbursable per Provision 35.

Adjustments to the exchange of protection must be approved by the applicable agency representatives that are signatory to this operating plan. Recommendations for changes in exchanged protection will be submitted through each agencies respective agency representative. Proposals will be compiled and evaluated annually, during development of the AOP. At a minimum, the offset of protection will be reviewed and validated every five years.

3. Tribal Resources (Provision 26 CFPA)

The Bureau of Indian Affairs has cooperative arrangements in place with:

Coeur d’Alene Agency – Coeur d’Alene Tribe
Fort Hall Agency - Shoshone-Bannock Tribes
Northern Idaho Agency - Nez Perce Tribe of Idaho, Kootenai Tribe of Idaho

C. OPERATING PROCEDURES

1. Dispatch Operating Plans (Provision 9 CFPA)

Agencies will cooperate to use interagency dispatch centers. Each center will develop their own operating and financial plan. This should include an equitable distribution of all operating costs including overtime for regular dispatch center employees. Current interagency dispatch centers are:

Coeur d’Alene Interagency Dispatch
Grangeville Interagency Dispatch
Salmon/Challis - Central Idaho Dispatch Center
Idaho Falls–Eastern Idaho Dispatch Center
Boise—Boise Interagency Dispatch Center
Shoshone – South Central Idaho Dispatch Center (SCIIDC)

2. Aircraft Use Policies and Procedures Not In Mobilization Plans (Provision 11 CFPA)

Agencies will cooperate in the use, operations and support of aviation resources. IDL contracted aircraft will be made available to cooperating agencies and will be supported by cooperating agencies in accordance with local Interagency Operations guides.

Upon request by a cooperator, with the appropriate lead time, Agencies with the appropriate resources will provide aircraft inspections for cooperators for aircraft used in interagency operations. The use of cooperator (State, local, military, other federal agency) aircraft by BLM employees may require prior inspection and approval.

Idaho BLM will reimburse IDL for use of their aircraft on BLM fires under billing procedures, see Exhibit D CFPA.

3. Wildland Fire Situation Analysis (WFSA), Wildland Fire Implementation Plan (WFIP) or Wildland Fire Decision Supporting System (WFDSS), and Delegation of Authority (DOA) Policy and Procedures (Provision 39 CFPA)

Agency policy requires that a WFDSS/WFSA/WFIP be completed for all fires which exceed initial response. The WFDSS/WFSA/WFIP serves as the decision making process that documents the

jurisdictional agency's direction for the specific fire. The appropriate Local or Unit Agency Administrators from the protecting and jurisdictional agencies will jointly develop and sign/approve the documentation. The Idaho Department of Lands is recognized as the authorized agency for all state and private lands, including the Idaho Fish and Game, and will develop and sign the WFDSS or WFSA for those lands. In the event of a multi-jurisdictional incident, the Agencies will negotiate which document will contain the final management decision. Incident Management Teams will receive and work from only one decision document as determined by the Agencies. WFDSS or WFIP is required if the wildfire will be managed partially or wholly for resource benefit.

DOA: The Protecting Agency has delegated authority for fire suppression responsibility as per the CFPA; the Jurisdictional Agency maintains all other jurisdictional authority. The DOA will be handled in the following ways:

1. For fires involving a DOI Jurisdictional Agency:

In situations where one Agency provides fire suppression service under agreement to the Jurisdictional Agency, both Jurisdictional and Protecting Agencies will be involved in the development of, and signatories to, the delegation of authorities and the WFSA/WFDSS to the incident management teams.

2. For fires involving the US Forest Service as the Jurisdictional Agency:

In the case of an incoming Incident Management Team (Type I, II, III) the Protecting and Jurisdictional Agencies are encouraged to jointly develop and sign the DOA. In the absence of a local or unit Forest Service agency administrator signature, the signature of the Regional Forester on the CFPA will suffice. Processes for developing the DOA will be documented in local operating plans.

4. Agreed-to Billing Amounts (Rates) and Procedures (Exhibit D CFPA)

The cost for use of the BLM ramp at the Boise Airport by the Forest Service will be part of the offset and no funds will be exchanged for this use.

a. Reciprocal Fire Protection Zones (Provision 32 CFPA)

Reciprocal initial attack zones have been established as appropriate and documented in LAOP's. Within these zones, a Supporting Agency will, voluntarily or upon request, take initial attack action in support of the Protecting Agency. The Protecting Agency will not be required to reimburse the Supporting Agency for costs of initial dispatch until the cost of the suppression action exceeds \$5,000. In such cases that the costs exceed \$5,000, the entire fire's cost will be billed. Aviation resources are intentionally excluded from reciprocal Initial Attack resources. Cache costs within North Idaho will be billed in accordance with the local AOP for the North Idaho Operations Area of Idaho Department of Lands and Idaho Panhandle National Forest

b. Fire Suppression Billings

IDL fire suppression bills for National Forests and Interior Agencies within the state will be sent to the appropriate office. All bills for support outside of Idaho will be sent to the Region One Billing Contact, see Appendix II.

c. Exchange of funds

See Appendix I Billing Content and Appendix II Billing Contacts, for billing procedures.

5. Appropriate Management Response (Provision 37 CFPA) now called Management Response

Under the Guidance for Implementation of the Federal Wildland Fire Management Policy, **management response** has replaced the term appropriate management response as stated in the current cooperative fire agreement.

Wildfires that are not human-caused can be managed for multiple (resource benefit and protection) objectives based on the objectives as established in land and resource management plans. Local annual operating plans will document those areas where a fire may be managed for multiple (resource benefit and protection) objectives and identify the process for that management.

All fire suppression actions conducted on lands of another Agency shall be consistent with that Agency's pre-planned objectives for the area in which the fire occurs, and the terms of this Agreement. Potential risk, damage, and suppression costs to neighboring jurisdictions will be considered when determining management response.

Wildfires managed for resource benefit objectives that burn on to lands protected by another agency shall be the financial responsibility of the Jurisdictional Agency. Cost responsibility for a multi-jurisdictional wildfire managed for protection objectives shall be agreed upon and documented in a Cost Share Agreement. Cost responsibility for a multiple objective (resource benefit and protection) wildfire that burns on to lands protected by another agency shall be agreed upon and documented in a Cost Share Agreement. The following examples demonstrate how costs might be apportioned:

Example 1: A wildfire managed for a resource benefit objective starts on Federal jurisdiction, and escapes onto private lands under the protection of the State. The state has the responsibility to respond to the fire on private lands. The suppression and any associated structure protection costs will be billed to the Federal Agency, who is the jurisdictional agency.

Example 2: A planned ignition (prescribed fire) burning on private industrial forest lands, (the State is the protecting agency) escapes and spreads onto Federal Lands. The Federal agency suppressed the fire on Federal lands, and incurs costs. Each agency will bill the landowner for suppression costs incurred on their protection.

Example 3: A wildfire managed for resource benefit and protection objectives, where divisions of the objectives can be clearly defined, by a Federal Agency burns onto lands protected by another agency. The cost share will be negotiated by the unit administrators. For example: If Divisions A–C are being managed under a protection objective, costs would be shared among protecting agencies. If Divisions D and E are managed for a resource benefit objective on Federal lands and

burns onto lands protected by another agency, those costs associated with that portion of the fire would be billed to the appropriate Federal Agency.

Example 4: A wildfire managed for a resource benefit and protection objectives, where divisions of the objectives can not be clearly defined (such as changes in objectives over time and/or space), by a Federal Agency burns onto lands protected by another agency. The cost share will be negotiated by the unit administrators.

6. Independent Action (Provision 38 CFPA)

There are no conditions at this point identified which would prohibit an Agency from taking independent action on a fire. Due to safety considerations, the party taking action will immediately notify the Protecting Agency via dispatch channels.

7. Structure Fire Protection (Provision 34 CFPA)

Local units should meet with their cooperators and identify areas that may warrant structure fire protection. The roles, responsibilities, capabilities and mutual expectations must be discussed and documented in local annual operating plans.

The 2008 Northern Rockies and Great Basins' documents entitled, "Guidelines for Community and Structure Fire Protection" are valid for 2009. These guidelines should be used in setting expectations for community and structure fire protection as well as providing leader's intent in any delegations of authority. Any time structure protection activities occur, the decisions, actions taken, and financial responsibilities must be documented.

8. Wildland Fire Use (Provision 43 CFPA)

Under the Guidance for Implementation of the Federal Wildland Fire Management Policy, the term wildland fire use as stated in the current cooperative fire agreement is no longer valid. Fires being managed for resource benefit will be described in the section titled, Management Response.

9. Severity Funding (Provision 7 CFPA)

Agencies should coordinate requests for severity prior to submitting those requests for funding.

10. Cost Share Agreements (Provision 51 CFPA)

The Agencies agree to use the cost share agreement template and methodologies as provided in Appendix III.

D. NON-SUPPRESSION ACTIVITIES

1. Fire Prevention (Provision 13 CFPA)

The Agencies will share and jointly work together to deliver fire prevention programs. Activities may include, 1) joint press releases, 2) Smokey Bear programs and, 3) local education programs. The Agencies will share the cost of prevention activities as agreed to and documented in LAOP's or project and financial plans.

2. Restrictions and Closures Coordination (Provision 14 CFPA)

Fire restrictions for wildlands in the State will be coordinated as per the southern and northern Idaho fire restrictions and closure procedures. These procedures can be found at the following sites:

Northern Idaho: www.firerestrictions.org

Southern Idaho: www.blm.gov/id/st/en/prog/fire/restrictions/idaho_restriction.htm

3. Burning and Campfire Permits Policy and Procedures (Provision 23 CFPA)

Each Agency is responsible for issuing and administering burning permits on lands within its protection responsibility. The State is responsible for permits on private land during the closed fire season. The issuing Agency will inform adjacent cooperators when permits have been issued.

4. Training (Provision 17 CFPA)

Consideration for including local cooperators in training is strongly encouraged. Training will be coordinated as agreed to by the training committees of each Geographic Area Coordinating Group, through a statewide training oversight committee. These groups will provide direction, guidance, and processes for coordinating interagency training throughout the state.

For the purposes of this agreement any IDL individual, regardless of their location within the state, will be considered an in geographic area student for any Northern Rockies training sessions.

5. Prescribed Fire (Provision 8 CFPA) now called Planned Ignitions

Under the Guidance for Implementation of the Federal Wildland Fire Management Policy, **planned ignitions** has replaced the term prescribed fire as stated in the current cooperative fire agreement.

Planned ignition operations will be addressed in the LAOP's or project and financial plans. Billing for prescribed fire assistance between federal agencies will follow the guidance set in the Interagency Agreement for Fire Management

Jurisdictional agencies based on their own governing authorities can use each others' resources for non-incident activities to include, prescribed fire, hazard fuel reduction and other fuels management work.

All overtime associated with project work will be negotiated at the local unit; either as reciprocal assistance or through the reimbursable work agreement.

6. Smoke Management/Air Quality (Provision 15 CFPA)

Agencies in MT and ID are members of the MT/ID State Airshed Group. The group's, procedures are outlined in the Airshed Group's operating guide. The plan is located at www.smokemu.org

E. DOCUMENT LIBRARY

Documents referenced in this AOP can be found on the appropriate Geographic Area Coordination Center websites:

Eastern Great Basin <http://gacc.nifc.gov/egbc/index.htm>

Northern Rockies <http://gacc.nifc.gov/nrcc/index.htm>

F. APPENDICES

Appendix I - Billing Content

Appendix II – Billing Contacts

Appendix III – Cost Share Template and Methodologies

Appendix IV - Special Management Considerations

Appendix V – Supplemental Fire Department Resources

This operating plan will remain in effect until superseded. This operating plan supersedes the 2008 Statewide Annual Operating Plan.

F. SIGNATURES

This AOP is being executed in counterparts, and becomes effective for each signing agency upon the date of their authorized officials signature. It is the responsibility of the signing agencies to ensure appropriate signatures.

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Contracting Officer	Chief, Bureau of Fire Management
USDI, Bureau of Land Management	Idaho Department of Lands
Idaho State Office	
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Leonard Wehking	
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APPENDIX I

Billing Procedures

This Appendix serves as further explanation for the Reimbursable Billing and Payment, Exhibit D in the Cooperative Fire Protection Agreement between the State of Idaho the United States, Department of Agriculture, Forest Service, Northern Region; and the United States, Department of Interior, Bureau of Land Management – Idaho, National Park Service – Pacific West Region Office, Bureau of Indian Affairs Northwest Region, and Fish and Wildlife Service -Pacific Region.

Item 4 Exhibit D

a) **Billing Content: Billing Documentation Standard:**

Invoice:

For each fire billed, the invoice shall contain the cooperator name, address, agency financial contact information, agreement number, date, invoice number, name of incident, incident number, incident FireCode, signature and title of agency official.

Invoice should also indicate if this was a cost share fire and include a copy of the cost share agreement.

Expense Summary/Cost Report:

Along with the invoice, a summary of actual expenses (summary cost report) will be generated by the Agency financial system to display the invoiced charges.

Cost source documents will not be required unless summary items are disputed or needed to fulfill audit requirements. If individual source documents are requested, each agency that is party to this agreement will agree that those source documents will be provided upon request.

If categories of source documents are requested, they shall be verified to the following standard:

1) Personnel Salary, Travel and Procurements: Records produced will meet the sample size and Government Accounting Office (GAO)/PCIE) financial standard of 90% confidence level. This standard has a tolerance rate of 5%, see below.

"Sample Size & Acceptable Numbers of Deviations: Use the following table taken from the GAO/PCIE Financial Audit Manual, Pages 450-3 and 450-4 to establish the sample size for the category requested to be verified, Example: Personnel records (category). A random sample of 45 records will be selected and verified. If there are 0 deviations (errors), then the category meets the 90% confidence level. If there are any deviations in the original 45 records, an additional sample of 78 records will be taken. If there are 0 or 1 deviations from that sample, the 90% confidence level will be met. If there are more than 2 deviations, an additional sample of 105 records will be taken and so on until the samples and deviations meet the 90% confidence level or the reviewing unit requires 100% documentation based due to the failure to meet the 90% confidence level."

GAO/PCIE Financial Audit Manual - In Section 400 Testing, Use Figure 450.1 Sample Sizes and Acceptable Numbers of Deviations on Page 450-4 (electronically page 14 of the document) can be found at:
<http://www.gao.gov/special.pubs/01765G/>

2) Aviation: Records produced will be flight use records.

b) Billing Cycle:

- | | |
|----------------|---|
| 1) 11/1 – 12/1 | Interagency field validation of reimbursable fires |
| 2) 12/1 | Agencies provide list of fire codes and estimates for fire reimbursement at State/Regional level |
| 3) 2/28 | Preliminary bill for interagency field review completed |
| 4) 3/1 – 4/15 | Interagency Cooperators meet and review preliminary bill |
| 5) 4/30 | Final bills issued |
| 6) 9/15 | IDL will furnish federal agencies with an estimated bill for current fire season for obligations. |

Billing deadlines set forth herein are intended to encourage prompt billing and failure to meet them shall not be construed as a release or waiver of claims for reimbursement against another party. Should any costs surface after the 4/30 billing date, the receiving agency will be notified and a supplemental bill(s) will be issued.

APPENDIX II BILLING CONTACTS

Appropriate bills will be sent to the following agency addresses:

BLM Bureau of Land Management Attn: Carol Salo 1387 Vinnell Way Boise, ID 83709 Phone: 208-373-3852 Fax: 208-373-3850 Email: Carol_Salo@blm.gov	Bureau of Indian Affairs Northwest Region Attn: Cory Winnie 911 NE 11th Ave Portland, OR 97232 Phone: 503-231-6759 Fax: 503-231-6817 Email: cory.winnie@gmail.com
Idaho Department of Lands Idaho Department of Lands Bureau of Fire Management Attn: Ken Homik 3780 Industrial Ave. Coeur d'Alene, ID Phone: 208-666-8648 Fax: 208-769-1524 Email: khomik@idl.idaho.gov	Fish and Wildlife Service US Fish and Wildlife Service Regional Fire Management Division of Natural Resources 911 NE 11 th Ave Portland, OR 97232 Phone: Fax: Email:
National Park Service Pacific West Region Fire Management Office 1111 Jackson Street, Suite 700 Oakland, CA 94607 Phone: Fax: Email:	USDA Forest Service – Region 4 <i>Regional Contact:</i> Tina Ledger 324 25 th Street Ogden, UT 84401 Phone: 801-625-5565 Fax: 801-625-5594 Email: tledger@fs.fed.us
USDA Forest Service – Region 1 <i>Regional Contact:</i> Jane Haker 200 East Broadway Missoula, MT 59802 Phone: 406-329-3331 Fax: 406-329-3132 Email: jhaker@fs.fed.us	USDA Forest Service – Region 1 and 4 <i>All payments will be made by:</i> Albuquerque Service Center Payments – Incident Finance 101 B Sun Ave. NE Albuquerque, NM 87109 Phone: 877-372-7248 Fax: 877-816-9532 Email: asc_ipc@fs.fed.us

APPENDIX III

Idaho Cost Share Template and Methodologies

Guidelines, templates, and methodologies specific to Idaho for developing cost share agreements can be found in their entirety at:

Northern Rockies Coordinating Group site:

http://www.fs.fed.us/r1/fire/nrcg/Committees/Business/09_IDSAOP_CSTemplate.rtf

http://www.fs.fed.us/r1/fire/nrcg/Committees/Business/09_IDSAOP_CSMethodology.rtf

Region 4 and the Great Basin Coordinating Group site:

<http://www.fs.fed.us/r4/fire/coop/index.shtml>

APPENDIX IV SPECIAL MANAGEMENT CONSIDERATIONS

STANDARDS AND GUIDELINES FOR FIRE SUPPRESSION IN WATERSHEDS WITH SENSITIVE FISH SPECIES

These standards and guidelines are meant to reduce the impacts of fire suppression on Chinook salmon, steelhead, bull trout, cutthroat trout, redband trout and water quality. They should be considered when fighting fire in any drainage, but are especially important in areas where sensitive fish species are known to occur. Fire dispatch offices should have maps that display sensitive fish species distribution.

Every effort should be made to minimize stream course disturbance, sedimentation, and actions that could result in increased water temperatures. Consider these potential adverse fire suppression effects, and the potential adverse effects of wildfire damage, during initial fire size-up, initial suppression response, and in the development of WFSAs/WFDSS.

Concern and Corresponding Standards and Guidelines

1. Fireline
 - A. Size and location consistent with Minimum Impact Suppression Tactics (MIST).
 - B. Rehabilitate all mechanized line. (e.g. seed, drain, obliterate, etc.)
 - C. Construct erosion control structures as hand line is built.
 - D. Avoid using stream bottom as improved or constructed control point. If needed, consult with resource advisor to minimize impacts.
 - E. In burnout operations, minimize fire intensity near streams.
 - F. Run perpendicular to, not parallel to stream courses.
2. Introduction of toxics *****Notify Dispatcher in the event of any significant spill*****
 - A. Retardant, foams, and surfactants
 1. Avoid application near live streams or lakes (300 feet, reference INFISH/PACFISH), and use special care in mapped areas. Applications in waterways require notification to local resource managers and USFS Missoula Wildland Fire Chemical Systems (WFCS): <http://www.fs.fed.us/rm/fire/wfes/report.htm>
 2. Do not pump directly from streams if chemical products are to be injected into the system. If chemicals are utilized pump from a fold-a-tank located at least 300 feet from water.

3. Avoid back flushing pumps and charged hose into live streams and lakes.
4. Use the guidelines for aerial delivery of retardant or foam near waterways (2008 Interagency Standards for Fire and Fire Aviation Operations Chapter 12.4)

B. Fuel Spills

1. Keep fuel at least 300 feet from stream, lakes and riparian areas.
2. Do not use riparian areas 300 feet from live water for helibases or refueling operations.
3. Provide for spill prevention and containment measures for extended operations.

3. Camp Location

A. Avoid mapped areas that show sensitive fish species distribution, and use only those areas approved by a Resource Advisor.

B. No camp locations within one mile of active spawning areas where sensitive fish are present.

4. Water Intake Direct Effects

A. Water sources should be located and designed so as to minimize direct impacts on sensitive fish species, possible, avoid spawning areas and juvenile rearing waters.

B. Screen fish from intake, maximum screen opening size is 3/32”.

C. Helicopter bucket dipping from streams in or adjacent to spawning concentrations should be avoided.

D. Helicopter bucket dipping should be done only after injection systems have been removed, disconnected or rinsed clean.

E. Awareness of aquatic invasive species is essential. Helicopter buckets and fixed tanks need to be cleaned before departing an incident or utilizing different drainage systems. For additional follow the links below:

<http://www.fs.fed.us/r4/resources/aquatic/>
http://www.fs.fed.us/invasive_species/index.shtml
<http://www.dfg.ca.gov/invasives/>
<http://www.fs.fed.us/invasivespecies/realtedlinks.shtml>
http://agri.idaho.gov/Categories/PlantsInsects/Images/Invasive_Species/Invasive_Species_Rules.pdf

5. Lack of Awareness

- A. Participation or consultation with a fisheries biologist is considered essential in the development of a WFSA/WFDSS in areas where sensitive fish species may be present.
- B. Provide complete briefing and maps to overhead teams and crews involved areas where sensitive fish species are known to exist.
- C. A Biologist/Resource Advisor should be readily available to the IC and participate in shift plan development to assess the potential effects of planned actions.
- D. After the fire is declared out, a Biologist should review suppression and rehab actions to see if tactics and mitigation measures identified in the WFSA/WFDSS were appropriate and successfully implemented.

BLM SPECIFIC GUIDELINES WILDERNESS STUDY AREA (WSA) GUIDELINES

Since interim wilderness management plans have not been completed on all WSA's, area-specific fire suppression objectives have not been prepared for those areas. However, interim Bureau wilderness management policies apply to these areas and constrain fire suppression activities. Policy for fire management in WSA's states that fire suppression actions will continue in WSA's, but caution should be used to avoid impairing wilderness values. In planning firebreaks, the use of natural firebreaks and roads is recommended. Essentially, the most effective methods of suppression which are least damaging to wilderness values will be used. For those WSA's that do have interim plans completed, the specific fire suppression objectives and guidelines will be documented in the local annual operating plans.

RECREATION SITES AND DEVELOPMENTS

There are numerous recreation sites and facilities on public lands. To protect the significant capital investments used to develop these sites, fire suppression is a very high priority and the highest budget level for suppressing these fires should be employed. The objective is to take immediate suppression action on all fires threatening these sites, achieving containment with initial attack forces. Fire size should be limited to less than 5 acres and sustaining no loss on construction facilities. No dozer use will be allowed in any established campgrounds or recreation sites.

HIDEAWAY ISLANDS RESEARCH NATURAL AREA

Hideaway Islands are designated as a research natural area. The designated area consists of two unsurveyed islands located in the Kootenai River. The islands are not likely to have wildfire occurrence, although there have been incidents of fire recorded.

The natural area management plan prescribes that any fire will be suppressed to protect a unique plant community. Therefore, ground disturbance from heavy equipment will not be authorized.

MACFARLANES FOUR O'CLOCK HABITAT MANAGEMENT PLAN AREA

MacFarlanes Four O'Clock, a federally listed endangered plant, occurs on Bureau lands at two locations in the lower Salmon River Canyon. Management objectives prescribe that these areas be protected at the highest priority. Therefore, all fires threatening these areas will be immediately contained and suppressed at the smallest size possible. Also, fire suppression methods that result in the least amount of ground disturbance will be favored.

WILDLIFE CONSTRAINTS

In areas within the Payette, Weiser, and Snake River corridors, no dozer use will be allowed without approval of the Resource Advisor because of extremely important wildlife values. Also, in areas where shrub populations exist, there will be no large burnouts or backfires without the approval of the Resource Advisor.

APPENDIX V

Supplemental Fire Department Resources

When mobilizing Supplemental Local or County Fire Department Resources outside of the fire district or mutual aid zone the following will apply:

Mobilization

Mobilization will follow established ordering procedures as identified in the National, Geographic, and Local Mobilization Guides. Resources will be mobilized from the Host Dispatch Zone in which the department is located. Personnel will be provided a copy of the resource order request after confirmation of availability and prior to departure from their home jurisdiction. Resource orders shall clearly indicate incident assignment, incident location, expected incident arrival time, and any additional special needs or equipment authorizations, e.g. cell phones, laptops, rental vehicles, etc.

Reimbursable Costs

Reimbursable costs for personnel include compensation rates for hours worked, benefits, transportation, and per diem. It is the intent of this provision that the Local or County Fire Department Resource be paid a regular compensation rate for all hours worked plus an overtime compensation rate for actual overtime hours worked, including travel. Reimbursable costs shall not include portal to portal pay or the employee portion of benefits. Travel and per diem reimbursements will be based on the Federal Travel Regulations. For rates see 2009 IDL Rate Book.

Backfill is not reimbursable for personnel hired as Local or County Fire Department Resources.

An indirect cost allowance equal to ten percent of the direct salary and wage cost of providing the service (excluding overtime, shift premiums, and fringe benefits) is allowed. (OMB Circular A-87)

Personnel

All personnel will possess an active Incident Qualification System (IQS) or equivalent incident qualification documentation commensurate with all applicable NWCG 310-1 standards for training and qualifications. Personnel will be qualified for their assigned positions. Each Local or County Fire Department is responsible for annually certifying and maintaining the qualifications of their Fire Department Resources. Local or County Fire Department will bear the cost of training for their Fire Department Resources.

Any personnel to be mobilized under this exhibit will be listed in the Annual Operating Plan (AOP) by name, position(s), and identified as SR. While on assignment, these individuals are Local or County Fire Department employees and the Local or County Fire Department will be reimbursed for their actual costs.

Rate Determination

The basis for the computation of base hourly rate is the classification level of the position filled according to the attached matrix. Base hourly rate shall be no more than step 5 of the appropriate GS wage adjusted for locality pay at the location of the fire district. These rates can be found on the OPM web site <http://www.opm.gov>, Salaries and Wages. Personnel are hired at the rate of the position being filled, not their highest qualification.

The hourly compensation rates identified in the AOP are computed as follows:

1) **Regular Compensation Rate:** The rates listed include base hourly rate determined above plus employee benefits. Employee benefits include only those costs actually incurred by the XXFD for the employment of these individuals, such as employer liability, workers compensation, employer share of social security, etc.

2) **Overtime Compensation Rate:** Overtime compensation rates are paid based on a 7 day work week beginning on day one of mobilization. Compensation rates are paid at time and a half of the base hourly rate for all hours worked in excess of 8 hours per day for the first 5 days and full time and one half for all hours worked during the remainder of the work week. Compensation includes travel time.

3) **Hazard Pay Rate** – If Local or County Fire Department employees are eligible for hazard pay, then hazard pay differential will be paid to those employees performing work that meets the definition of hazardous duty as defined in the Interagency Incident Business Management Handbook, Section 12.9. Compensation rates are paid at 25 percent of the base rate when performing duties that meet the definition of hazardous duties. All hazard pay differential is based on a 24-hour day from 0001-2400 and shall be paid for all hours in pay status during the calendar day in which the hazardous duty is performed.

Days off at Incident

Days off at the incident will be paid for 8 hours. Work/rest guidelines will be followed, and mandatory days off will follow current guidelines (IIBMH 12.7-2 #4) Once travel to the home unit commences days off will not be paid.

Transportation and Per Diem

Per Diem reimbursements will be based on the Federal Travel Regulations. The payment rate for privately-owned vehicles (POVs) and rental vehicles used to support Local or County Fire Department Resources shall be at the current Federal Travel Regulation rate.